



## KENTUCKY SCHOOL BASED ADMINISTRATIVE CLAIMING PROGRAM REIMBURSABLE ACTIVITIES

### Medicaid Outreach

*Billable under Medicaid SBAC – 50 percent FFP*

Use this code when performing specific activities to inform eligible children under the age of 21 and their parents about Medicaid and EPSDT benefits and access. Information includes a combination of oral and written methods that describe the range of services available through Medicaid and EPSDT, the cost (if any), location, how to obtain services, and the benefits of preventive health care. Includes related paperwork, clerical activities or staff travel required to perform these activities.

#### Examples:

- Interpreting materials about Medicaid to persons with children within the school district boundaries who are illiterate, blind, deaf, or who cannot understand the English language
- Informing foster care providers of foster children residing within school district boundaries about the Medicaid and EPSDT program
- Informing Medicaid eligible pregnant students about the availability of EPSDT services for children under the age of 21 (including children who are eligible as newborns)
- Providing information about EPSDT in the schools that will help identify medical conditions that can be corrected or ameliorated by services covered through Medicaid
- Utilizing brochures approved by the Department of Medicaid, designed to effectively inform eligible individuals about the benefits Early and Periodic Screening, Diagnosis and Treatment (EPSDT) program and services, and about how and where to obtain services
- Informing children and their families about the early diagnosis and treatment services for medical/mental health conditions that are available through the Medicaid program and
- Facilitating access to Medicaid when a staff member knows that a child does not have appropriate health care, this does not include child find activities directed to identifying children with educational handicapping conditions.



## Facilitating Medicaid Eligibility Determination

*Billable under Medicaid SBAC – 50 percent FFP*

Use this code when assisting children and families to apply for Medicaid, assisting the applicant in the completion of the Medicaid application forms, collecting information, and assisting in reporting any required changes affecting eligibility. Includes related paperwork, clerical activities or staff travel required to perform these activities.

### Examples:

- Verifying a student's current Medicaid eligibility
- Gathering information related to the application and eligibility determination for an individual, including resource information and third party liability (TPL) information, as a prelude to submitting a formal Medicaid application
- Explaining the Medicaid eligibility process to prospective applicants
- Paperwork related to SSI (Supplemental Security Income)
- Providing assistance to the individual or family in collecting required information and documents for the Medicaid application
- Assisting the individual or family in completing the Medicaid application, including necessary translation activities.

## Transportation-Related Activities in Support of Medicaid Covered Services

*Billable under Medicaid SBAC - 50 percent FFP*

Use this code when assisting an individual to obtain transportation to services covered by Medicaid. This does not include the provision of the actual transportation service, but rather the administrative activities involved providing transportation. This activity also does not include activities that contribute to the actual billing of transportation as a medical service. Include related paperwork, clerical activities or staff travel required to perform these activities.

**Example:** Scheduling or arranging transportation to Medicaid covered services



## Translation Related to Medicaid Services

*Billable under Medicaid SBAC – 50 percent FFP*

Use this code when assisting an individual to obtain translation services in order to receive services covered by Medicaid. This does not include the provision of the actual translation service, but rather the administrative activities involved providing translation services.

**Example:** Arranging for or providing translation services that assists the individual to access and understand medical services.

## Program Planning, Policy Development, And Interagency Coordination Related To Medical Services

*Billable under Medicaid SBAC – 50 percent FFP*

Use this code when performing activities associated with the development of strategies to improve the coordination and delivery of Medicaid covered medical/mental health services to school age children, and when performing collaborative activities with other agencies. Only employees whose position descriptions include program planning, policy development, and interagency coordination should use this code. Include related paperwork, clerical activities or staff travel required to perform these activities.

### Examples:

- Developing strategies to assess or increase the capacity of school medical/mental health programs
- Monitoring the medical/mental health delivery systems in schools
- Developing procedures for tracking families' requests for assistance with Medicaid services and providers (this does not include the actual tracking of requests for Medicaid services)
- Evaluating the need for Medicaid services in relation to specific populations or geographic areas
- Analyzing Medicaid data related to a specific program, population, or geographic area
- Working with other agencies providing Medicaid services to improve the coordination and delivery of services, to expand access to specific populations of Medicaid eligible, and to improve collaboration around the early identification of medical problems



## Program Planning, Policy Development, And Interagency Coordination Related To Medical Services (continued)

- Working with Medicaid resources, such as the managed care plans, to make good faith efforts to locate and develop EPSDT health services referral relationships
- Developing advisory or work groups of health professionals to provide consultation and advice regarding the delivery of health care services to the school populations
- Developing medical referral sources, such as directories of Medicaid providers and managed care plans, who will provide services to targeted population groups, e.g., EPSDT children
- Coordinating with interagency committees to identify, promote and develop EPSDT services in the school system

NOTE: For coordination with other agencies and resources not enrolled as Medicaid or potential Medicaid providers, time should be allocated to Code 3, "School Related and Educational and Activities."

## Medicaid Specific Training

*Billable under Medicaid SBAC – 50 percent FFP*

Use this code by school staff when coordinating, conducting or participating in training events and seminars for outreach staff regarding the benefits of the Medicaid program, how to assist families to access Medicaid services, and how to effectively refer students for services. Include related paperwork, clerical activities or staff travel required to perform these activities.

*Training can be coded in three ways: As a separate code (Code8b) as a General Administration (Code 10) or as part of a specific activity code.*

### Examples:

- Participating in or coordinating training which improves the delivery of Medicaid services
- Participating in or coordinating training that enhances early identification, intervention, screening and referral of students with special health needs to EPSDT services (this is distinguished from IDEA child find programs).



## Referral, Coordination, and Monitoring of Health Care Services

*Making referrals for, coordinating, and/or monitoring the delivery of medical (Medicaid covered) services. Use this code when involved in Medicaid specific training. This includes coordinating with the state Medicaid agency.*

### Examples:

- Scheduling and/or coordinating EPSDT screens or other medical and mental health diagnostic services
- Gathering any information that may be required in advance of referrals or evaluations
- Coordinating necessary medical, mental health or substance abuse services covered by Medicaid, which were identified as a result of a screen or evaluation
- Assisting in coordinating and/or scheduling health care appointments for the individual or family
- Participating in meetings/discussions to coordinate or review an individual's need for health related services covered by Medicaid
- Providing information to other staff about the individual's related medical/mental health services and plans
- Monitoring compliance with periodicity schedules to ensure immunizations are received in a timely manner
- Scheduling and/or coordinating the delivery of immunizations
- Preparing for or working on the medical or mental health component of an IEP.